

FRESNO, CALIFORNIA

CLASS SPECIFICATION

SENIOR WASTEWATER FIELD MAINTENANCE SPECIALIST

FLSA STATUS:

Non-Exempt

CLASS SUMMARY:

The Senior Wastewater Field Maintenance Specialist is the third level in a three level Utilities Wastewater Treatment Field Maintenance series. Incumbents are responsible serving as a lead worker and for performing more complex and skilled activities associated with the development, control, and/or distribution of treated effluent water, including the operation of light and heavy equipment.

The Senior Wastewater Field Maintenance Specialist is distinguished from the Wastewater Field Maintenance Technician by its responsibility for serving as a lead worker to other employees. The Senior Wastewater Field Maintenance Specialist is distinguished from the Supervisor of Wastewater Services, which has first-line supervisory responsibilities.

TYPICAL CLASS ESSENTIAL DUTIES: (These duties are a representative sample; position assignments may vary.)

**FRE-
QUENCY**

- | | | |
|----|---|---------------|
| 1. | Makes work assignments, oversees the work of other staff, trains, prepares reports, and performs administrative tasks in the absence of the supervisor. | Daily
80% |
| 2. | Operates assigned equipment for construction and maintenance of streets, alleys, concrete improvements, drainage facilities, water distribution facilities, sanitary sewer systems, transfer stations, wastewater infiltration and reclamation facilities, and other City facilities. | Daily
40% |
| 3. | Operates construction equipment, heavy tractors, and related equipment to perform a variety of maintenance tasks, such as grading, making fills, and other work which involves the use of attached equipment and associated implements. | Daily
40% |
| 4. | Monitors and maintains tool, material, equipment, and labor records associated with specific construction projects. | Daily
25% |
| 5. | Performs journey level maintenance, service, and repairs on applicable equipment and/or other applicable items. | Weekly
25% |
| 6. | Estimates types and amounts of materials needed for applicable projects and initiates requests for materials. | Weekly
25% |
| 7. | Operates and performs preventive maintenance on backhoes, motor graders, articulating front end loaders, dump trucks, dozer, twenty three yard paddle wheel scraper, excavator, water wagon, water truck, mobile crane truck, compacters and heavy agricultural 4x4 tractors. | Daily
40% |

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TYPICAL CLASS ESSENTIAL DUTIES: (These duties are a representative sample; position assignments may vary.)		<u>FRE- QUENCY</u>
8.	Performs analysis of construction sites, estimates materials, knowledge of laser guided equipment to set proper grades and slopes to achieve necessary drainage of construction sites, roadways, pipelines and infiltration ponds.	Weekly 20% - 25%
9.	Performs other duties of a similar nature or level.	As Required

Training and Experience (positions in this class typically require):

- Four years journey level experience in the operation of heavy construction, agricultural, laser guided equipment and related systems with complex operating requirements is required;
- OR
- An equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

Licensing Requirements (positions in this class typically require):

- Basic Class C License
- Commercial Class A License, Commercial Class B with airbrake endorsements
- Valid State of California Drivers License, Class A or B with airbrake endorsement
- Mobile Crane Certification may be required within 18 months of appointment date
- Possession and maintenance of a valid Qualified Applicator Certificate within 18 months of appointment

Knowledge (position requirements at entry):

Knowledge of:

- Advanced wastewater field maintenance and repair principles and techniques
- Soil conditions related to water dispersal, excavations and trenching
- Recordkeeping principles and practices
- Hazardous material reactions
- Principles, policies, practices and operations in assigned area of responsibility
- Safe work practices and procedures
- Applicable heavy equipment operation and maintenance principles and practices

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Skills (position requirements at entry):

Skill in:

- Prioritizing and assigning work; detail oriented and ability to multi-task
- Training employees in proper work methods
- Preparing, analyzing, and maintaining operational records
- Estimating time, materials, tools, and equipment requirements for jobs
- Using and maintaining applicable tools, equipment, vehicles, and hardware and software related to job duties
- Safely operating and maintaining applicable tools and equipment
- Prepare and proofread clear, concise, and comprehensive reports, records, and other written documents
- Reading and interpreting blueprints, schematics, and other technical drawings related to job duties
- Provide lead direction and oversight of work performed
- Communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, business, organizations, elected and appointed officials, media, etc. sufficient to exchange or convey information, give/receive work direction

Physical Requirements:

Positions in this class typically require: feeling, finger dexterity, grasping, hearing, repetitive motions, seeing, talking, bending, kneeling, lifting, reaching, standing, stooping, walking, balancing, climbing, crawling, crouching, pulling and pushing.

Very Heavy Work: Exerting up to 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects.

Incumbents may be subjected to moving mechanical parts, electrical hazards, vibrations, fumes, odors, dusts, poor ventilation, adverse weather conditions, environmental hazards, gasses, chemicals, oils, work space restrictions, inadequate lighting and intense noises.

Note:

The above job specification is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

Classification History:

Draft prepared by Fox Lawson & Associates (LM)

Date: 12/2007

Reviewed by the City of Fresno

Date: 5/2008